



DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION
JOB OPPORTUNITY
EMERGENCY MANAGEMENT PROGRAM SPECIALIST

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: **Lateral transfers and candidates on a current examination list**

Location: Emergency Management and Homeland Security (Region 4), Colchester

Job Posting No: 101849 (Full-time Permanent)

Salary: \$67,371 - \$87,018 (New hires to state employment start at the minimum salary range)

Closing Date: **Tuesday, August 19, 2014**
(Incomplete or late application packages will not be considered)

In the Department of Emergency Services and Public Protection this class is accountable for independently performing a full range of tasks in planning, monitoring, evaluating and implementing the State's Comprehensive Emergency Preparedness Plans, Homeland Security Plans or statewide public health emergency preparedness plans and drills.

Eligibility Requirement: **Candidates must have applied for and passed the EMERGENCY MANAGEMENT AND PROGRAM SPECIALIST exam and be on the current certification list promulgated by the Department of Administrative Services. State employees currently holding the EMERGENCY MANAGEMENT AND PROGRAM SPECIALIST or those who have previously attained permanent status in this class may apply for a lateral transfer. Applicants will not have the opportunity to take the exam prior to the above closing date to qualify for this particular vacancy.**

Duties: Assists in the development, implementation and review of Regional Emergency Support Plans, and Local Emergency Operations Plans, has direct interface with Regional Emergency Planning Teams and works to develop the federally required state strategy for homeland security and emergency management grant funding. This person may be required to staff a DEMHS Regional Office during an emergency, and may also be required to staff the State Emergency Operations Center (EOC) during partial and full activations due to significant state events. When assigned to the EOC, this EMPS will work under the State Response Framework, may work extended hours, and will be trained to serve in a number of roles during an emergency activation.

Special Requirement:

1. Incumbents in this class must possess and retain a valid Motor Vehicle Operator's License.
2. Incumbents in this class may be required to travel.
3. Emergency management drills and actual emergencies may require work outside of normal hours.
4. On-call status may be required.

Note: The filling of this position will be in accordance with reemployment, SEBAC, transfer, promotion rules.

Application Instructions: Interested and qualified candidates who meet the above requirements should submit a cover letter, resume, [CT-HR/12](#) (State Application) & [CT-HR/13](#) (Addendum), and two (2) letters of professional references from current and/or previous supervisors. State employees must submit two most recent performance appraisals in lieu of references by **Tuesday, August 19, 2014, close of business to:**

The Department of Emergency Services and Public Protection
1111 Country Club Road, Middletown, CT 06457-9294
Attn: Denise Shelton, Human Resources Associate
Fax: (860) 685 – 8356

If faxing your packet; original to be mailed. Please note that due to the large volume of applications received, we are unable confirm receipt of applications.

Candidates who have been selected for employment with the Department of Emergency Services & Public Protection are subject to a detailed background investigation, including a criminal check, federal and reference checks. Selection for employment is contingent upon satisfactory completion of the background investigation.

The State of Connecticut is an Affirmative Action/ Equal Employment Opportunity Employer